



Public Meeting of the Trust Board
9.30 am Tuesday 14th January 2020

Venue: Sparkenhoe Committee Room, County Hall


Public meeting

Item No.	Timings	Item	Purpose	Paper Ref	Discussion to be led by
1	09.30	<p>Apologies for absence:</p> <p>Anne Scott</p> <p>and welcome:</p> <p>Cathy Geddes and NHSI observers Mark Farmer – Healthwatch Millie Weston – LPT Graduate Scheme Emma Wallis (deputising for Anne Scott) Ashiedu Joel, NHSI Next Director NED development scheme</p> <p>MHSOP Team: Simon Guild, MHSOP service manager Stuart Kennedy, clinical lead Rob Snow, team administrator</p>			Cathy Ellis
2	09.35 10 mins	<p>Patient voice film CHS MHSOP memory service</p>	Quality Improvement		Rachel Bilsborough
3	09.45 30 mins	<p>Staff voice CHS MHSOP memory service</p> <p>Attendees:</p> <p>Simon Guild, MHSOP service manager Stuart Kennedy, clinical lead Rob Snow, team administrator</p>	Quality Improvement		Rachel Bilsborough
4	10.15 25 mins	<p>Declarations of interest in respect of items on the agenda</p>			

5		Minutes of the previous public meeting: 3 December 2019	Assurance	A	Cathy Ellis
6		Matters arising actions	Assurance	B	Cathy Ellis
7		Chairman's Report	Information	C	Cathy Ellis
8		Chief Executive's Report Plastic Waste Reduction Pledge	Information Approval	D	Angela Hillery
Governance and Risk					
9	10.40 10 mins	Organisational Risk Register	Assurance	E	Chris Oakes
Total for section = 75 minutes					
Strategy and System Working					
10	10.50 20 mins	Community Health Services: <ul style="list-style-type: none"> Community Service Redesign go-live update 10mins (oral) Ageing Well strategic update 10 mins (oral) 	Assurance	Oral	Rachel Bilsborough
11	11.10 10 mins	System Flow - Winter Plan and Current Pressures	Assurance	Oral	Rachel Bilsborough Gordon King Helen Thompson
12	11.20 10 mins	Break			
Total for section = 30 minutes (excluding the break)					
Quality Improvement and Compliance					
13	11.30 5 mins	Quality Assurance Committee Highlight report 10 December 2019	Assurance	F	Liz Rowbotham
14	11.35 5 mins	Director of Nursing, AHPs and Quality Report	Assurance	G	Emma Wallis

15	11.40 10 mins	Care Quality Commission (CQC) progress Report	Assurance	H	Emma Wallis
16	11.50 10 mins	Safer Staffing - Monthly Report	Assurance	I	Emma Wallis
17	12.00 10 mins	Freedom to Speak Up Guardian 6 monthly Report	Approval	J	Angela Hillery
18	12.10 10 mins	Patient Safety Quarterly Report Q2	Assurance	K	Emma Wallis

Total for section = 50 minutes

		Performance and Assurance			
19	12.20 5 mins	Finance and Performance Committee highlight report 10 December 2019 Joint Meeting of Finance and Performance Committee and Quality Assurance Committee Highlight Report 10.12.19	Assurance	Li Lii	Geoff Rowbotham
20	12.25 10 mins	Finance Monthly Report – month 8	Assurance and Information	M	Dani Cecchini
21	12.35 10 mins	Performance Report	Assurance and Performance	N	Dani Cecchini
22	12.45 10 mins	Performance Management and Accountability Framework	Approval	O	Dani Cecchini
23	12.55 5 mins	Charitable Funds Committee Highlight Report 17 December 2019	Assurance	P	Cathy Ellis
24	1.00 5 mins	Audit and Assurance Committee Highlight Report 6 December 2019	Assurance	Q	Darren Hickman
25	1.05 5 mins	Review of risk – any further risks as a result of board discussion?	Assurance	Oral	Cathy Ellis



Total for section = 50 minutes


26	1.10 10 mins	Information Pack (circulated to Board members only) containing: <ul style="list-style-type: none"> • Documents Signed Under Seal (Quarter 3) • Integrated Quality Performance Report • Organisational Risk Register slides 	Information		Cathy Ellis
27		Any other urgent business			Cathy Ellis
28		Public questions on agenda items			Cathy Ellis
29	1.20	Date of next meeting: The next public Trust Board meeting will be held on Tuesday 3 rd March 2020, venue to be confirmed.			Cathy Ellis

It is recommended that, pursuant to Section 1 (2), Public Bodies (Admission to Meetings) Act 1960, representatives of the press and other members of the public be excluded from the following meeting, having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.

**Confidential Trust Board Meeting
2.00 pm on Tuesday 14th January 2020
Venue: Sparkenhoe Committee Room, County Hall**

AGENDA

Item No.	Timings	Item	Purpose	Paper Ref	Discussion to be led by
1	2.00	Apologies for absence: Anne Scott And welcome: Emma Wallis Cathy Geddes and NHSI observers			Cathy Ellis
2	2.00	Declarations of interest in respect of items on the agenda			Cathy Ellis
3	2.00 5 mins	Minutes of the previous Confidential Meeting, 3rd December 2019	Assurance	AAi	Cathy Ellis
		Minutes of the Board Development Meeting 20th December 2019		AAii	
4		Matters arising	Assurance	BB	Cathy Ellis
5	2.05 10 mins	Chief Executive's report	Assurance	Oral	Angela Hillery
Total for section = 15 minutes					
		Governance and Risk			
6	2.15 10 mins	System Governance	Assurance	Oral	Angela Hillery
7	2.25 5 mins	Highlight Report from Remuneration Committee 1 st November 2019	Assurance	CC	Ruth Marchington
Total for section = 15 minutes					
		Strategy and System Working			
8	2.30 15 mins	Better Care Together Planning and Contract Approach 2020/21	Assurance	Oral	Dani Cecchini

9	2.45 10 mins	Single Strategic Commissioner Developments	Information	DD	Angela Hillery
10	2.55 10 mins	Break			
Total for section = 25 minutes (excluding the break)					
		Quality Improvement and Compliance	 		
11	3.05 15 mins	Safeguarding Overview and Capacity Report	Assurance	EE	Emma Wallis
12	3.20 15 mins	Elimination of Dormitory Accommodation	Approval	FF	Dani Cecchini
Total for section = 30 minutes					
		Performance and Assurance			
13	3.35 15 mins	Financial Turnaround	Assurance	Oral	Dani Cecchini
14	3.50 5 mins	Review of risk – any further risks as a result of board discussion?	Assurance	Oral	Cathy Ellis
Total for section = 20 minutes					
15	3.55	Confidential Board information pack: <ul style="list-style-type: none"> • System Governance – new arrangements • Single Strategic Commissioner Report 			
16	3.55	Confirmed minutes available to Board members on request (matters have previously been highlighted in the Chairs' reports): <ul style="list-style-type: none"> • Quality Assurance Committee • Finance and Performance Committee 	Assurance		Cathy Ellis
17	3.55 5 mins	Any Other Business	Assurance	Oral	Cathy Ellis
Total for section = 5 minutes					
18	4.00	Close			